



Wyoming Department of Education

Richard Crandall, Director

Hathaway Building, 2nd Floor, 2300 Capitol Avenue

Cheyenne, WY 82002

Phone: 307-777-7675 | Fax: 307-777-6234 | Website: edu.wyoming.gov

Date: October 24, 2013
To: Members, Joint Education Interim Committee
From: Jed Cicarelli, School Foundation Program
Wyoming Department of Education
Subject: Review of Education Data Reporting

Background

The Wyoming Department of Education (WDE) currently has 64 data collections¹ in place to meet specific data reporting needs for Wyoming school districts, institutions, post-secondary institutions and other entities, as required by law. The number of collections by entity is displayed in Table 1. While approximately 47 of the 64 data collections are required, 17 are optional or subject to submission only when a condition or requirement is applicable to the respondent.

Table 1. WDE Data Collections by Entity.

Entity	Collection Count	Required	Optional/ Conditional
Wyoming School District	50	37	13
Wyoming School District and Institution	2	2	0
Institution	9	6	3
Postsecondary	1	1	0
Other	2	1	1
Total	64	47	17

The timing of data collections varies during the school year; although, year-end student and fiscal reporting requirements result in increased collections due in June and August after the academic and fiscal year-end. Table 2 provides the number of collections due by month for all respondents. Included as Attachment I is a complete listing of current WDE data collections.

¹ Additional details on WDE data collections can found at:
<http://edu.wyoming.gov/DataInformationAndReporting/DataCollectionSuite.aspx>

Table 2. School District Data Collections Due by Month

Month	Requirement	Collections Due
January	Conditional/Optional	1
	Required	2
<i>January Total</i>		3
February	Conditional/Optional	1
	Required	1
<i>February Total</i>		2
March	Conditional/Optional	0
	Required	0
<i>March Total</i>		0
April	Conditional/Optional	1
	Required	3
<i>April Total</i>		4
May	Conditional/Optional	1
	Required	1
<i>May Total</i>		2
June	Conditional/Optional	2
	Required	8
<i>June Total</i>		10
July	Conditional/Optional	1
	Required	5
<i>July Total</i>		6
August	Conditional/Optional	6
	Required	12
<i>August Total</i>		18
September	Conditional/Optional	0
	Required	0
<i>September Total</i>		0
October	Required	5
<i>October Total</i>		5
November	Required	1
<i>November Total</i>		1
December	Required	1
<i>December Total</i>		1
Monthly	Conditional/Optional	1

As the need and desire for information regarding education statistics grows, so does the concern about the mandatory reporting burden placed on school districts. During the past year, the WDE began a formal review of all the department's data collections. The goal of the

project was to re-examine the quality and usefulness of data collected from school districts and identify obsolete or redundant data.

Through the combined efforts of the School Finance Data Advisory Committee² (SFDAC) and the WDE, a complete listing of the WDE's data collections was sent to school districts asking for their comments and suggestions for improvement. School districts' responses were reviewed by the SFDAC and WDE staff in three meetings held in September, October, and December, 2012³. Of the more than 60 data collection forms reviewed, the analysis resulted in only a modest number of recommendations regarding the elimination or consolidation of entire data collections. In addition to the identification of redundant or duplicative data, the committee also discussed the quality and usefulness of data and identified opportunities for improvement such as refining data elements and modifying collection due dates.

While a comprehensive review was performed on all WDE data collections, the collections below represent formal SFDAC recommendations or collections that require further review. A brief summary of the SFDAC recommendations and subsequent WDE recommendations are contained in Table 3. Of the nine recommendations, only two recommend legislative action and one possible clarification to existing language.

Table 3. Brief Summary of SFDAC Recommendations on WDE Data Collections.

Collection	SFDAC Recommendation	WDE Recommendation	Legislative Action Needed
WDE100(B) - Voc Ed Student FTE Worksheet WDE100(C) - Voc Ed Teacher FTE Worksheet	Use existing data from staff and student data collections to calculate needed information rather than additional reports.	Further study on the feasibility of automating Voc Ed worksheets will be done in consultation with the SFDAC.	None
WDE104 - Monthly Litigation Expenses	Eliminate collection.	WDE agrees with recommendation.	None
WDE112 – National Board Certified Teacher Paid Report	Promulgate rules and regulations to allow the inclusion of full-time instructional facilitators, certified tutors, librarians and counselors holding national board certification through NBPTS.	WDE agrees with recommendation.	Clarification of "teacher" as used in W.S. 21-7-501(f)(ii) may be needed

² The composition and requirements of the SFDAC are contained within W.S. 21-2-203(d) .

³ Minutes of the SFDAC meetings and the results of the district surveys can be made available upon request.

Collection	SFDAC Recommendation	WDE Recommendation	Legislative Action Needed
WDE140 - Bonded Indebtedness Mill Levy Supplement and/or Capital Lease Grants	Eliminate collection and repeal W.S. 21-15-105. (2)	WDE agrees with recommendation.	Yes
WDE714 - Dual and Concurrent Enrollment Fiscal Collection	Amend W.S. 21-13-310(ix) to exclude dual and concurrent revenues received under W.S. 21-20-201 from local revenue computations.	WDE agrees with recommendation.	Yes
WDE602/652 - WISE School District Staff Member Collection	Eliminate end-of-year staffing collection (WDE652) and eliminate additional teacher quality elements on WDE602/652.	WDE does not agree with recommendation.	None
WDE614/WDE618 Spring and Fall Reporting Certification Checklists	Eliminate collections.	WDE does not agree with recommendation.	None
WDE633 Certified Staff Vacancy and Applicant Information	SFDAC provide recommendations on how to improve the collection to more accurately collect details on staffing vacancies and recruitment processes.	WDE agrees with recommendation and will also continue work with the Research and Planning division of the Department of Workforce services to refine data elements and ensure data quality and validity.	None
WDE684 Consolidation	N/A	The consolidation of six data collections into the WDE684 resulted in the elimination of approximately 50 redundant data elements.	None

Detailed Summary of SFDAC Recommendations

1. **WDE100 - Vocational Education Student and Teacher FTE Worksheets.** Pursuant to W.S. 21-13-309(m)(v)(D), the Education Resource Block Grant Model (Funding Model) provides school districts with additional resources for Vocational Education (Voc Ed) or Career Technical Education (CTE) courses. In addition to course section and enrollment data gathered from the WDE684 Student Enrollment Collection, the Funding Model utilizes supplemental data collected from school districts on Excel worksheets. The additional Voc Ed data collected are on spreadsheets that have been in place since 2003

when additional Voc Ed funding was implemented⁴. These Excel spreadsheets are used to calculate average Voc Ed student and teacher FTE for input into the funding model.

Districts have provided feedback that the supplemental Voc Ed worksheets are redundant and that portions of the data reported on the worksheets may be able to be gathered from existing student and teacher level data collections. The WDE has explored the possibility of automating Voc Ed worksheets in the past, but due to limitations with correlating student, section, CTE and teacher data, the work was put on hold. With recent changes to student collections such as the WDE684, there may be an opportunity to automate portions of the report. Changes to how the Voc Ed FTE calculations are derived will also require revisions to current Chapter 37 WDE Rules and Regulations. Further study on the feasibility of automating Voc Ed worksheets will be done in consultation with the SFDAC.

2. **WDE104 - Monthly Litigation Expenses.** In accordance with 2006, Wyo. Sess. Laws, Ch. 37, Sec. 11(a), school districts were required to report costs incurred as a result of litigation against the state related to the school finance funding system and the system for school capital construction under the Campbell Cases. Litigation expenses have continued to be collected, most commonly in regard to contested school finance audits. Since 2009, only two districts have reported litigation costs related to school finance audits.

A recent interpretation from the Attorney General's Office indicates that the Legislature only contemplated litigation expenses incurred as a result of the constitutionality of the school finance model as they relate to the Campbell Cases. Acknowledging that agency interpretation is relevant in determining if the reporting requirement should continue, the WDE intends to accept the SFDAC recommendation to eliminate the WDE104 data collection.

3. **WDE112 – National Board Certified Teacher Paid Report.** W.S. 21-7-501(f) provides reimbursement to school districts for a \$4,000 yearly incentive payment paid to teachers holding national board certification through the National Board for Professional Teaching Standards (NBPTS). As part of the review process, the WDE identified individuals whom reimbursement had been requested that may not be considered "teachers" within the context of W.S. 21-4-051(f)(ii). Specifically, job assignments such as instructional facilitator, counselor, speech pathologist, librarian and certified tutor are in question of satisfying the language set forth in the statute. While in the broad sense of the term positions such as instructional facilitators, tutors and librarians could be considered "teachers", a more narrowed interpretation may

⁴ 2003, Wyo. Sess. Laws, Ch. 164, Sec. 1.

conclude that personnel whose primary duties involve classroom instruction are only applicable to reimbursement.

Although the textual language of the statute indicates that the reimbursement may only apply to staff members whose full-time function is to instruct students, there are other considerations that suggest the inclusion of certain job assignments such as instructional facilitators, librarians and counselors. For instance, supplemental funding for instructional facilitators under W.S. 21-13-335 requires in part, that funds be used employ facilitators holding either a masters degree or national certification through NBPTS. Furthermore, the National Board Certified Teacher program offers standards in content areas such as library media and school counseling.

In consultation with the SFDAC and other stakeholders, the WDE intends to promulgate rules and regulations, specific to National Board Certification reimbursement, to allow for the inclusion of full-time instructional facilitators, certified tutors, librarians and counselors holding national board certification through NBPTS. Clarification of how "teacher" is used in W.S. 21-7-501(f)(ii) may be needed if the reimbursement of job assignments is intended to be broader than WDE implementation.

4. WDE140 - Bonded Indebtedness Mill Levy Supplement and/or Capital Lease Grants.

W.S. 21-15-105 provides districts additional payments for a bonded indebtedness mill levy supplement or capital lease grant if districts meet certain statutory requirements. During the 2010 general session, the Legislature amended W.S. 21-15-105(b)⁵ to restrict the mill levy supplement to bonds issued on or before February 23, 2001 and refunds of those bonds to prior to April 1, 2010. Only one district held a bond that originated before February 23, 2001 and was completed in June.

Furthermore, the capital lease grant provided for in W.S. 21-15-105(g) applies only to capital lease agreements executed prior to January 1, 1999. The last remaining qualifying capital lease agreement subject to the provision expired in 2010. Similar to the mill levy supplement, there are no longer any districts with capital lease agreements subject to the capital lease grant under W.S. 21-15-105(g).

In consultation with the SFDAC, the WDE recommends the elimination of the WDE140 data collection and the repeal of W.S. 21-15-105, as there are no longer any districts applicable to the funding.

5. WDE714 - Dual and Concurrent Enrollment Fiscal Collection. During the 2010 budget session, the Legislature enacted legislation⁶ to determine statewide policy for accessibility, equity, and quality of dual and concurrent enrollment options programs at

⁵ 2010, Wyo. Sess. Laws, Ch. 37, Sec. 1.

⁶ 2010, Wyo. Sess. Laws, Ch. 93.

the University of Wyoming and community colleges for Wyoming public school students. W.S. 21-20-201(e), as amended, requires any school district or institution participating in an enrollment options program agreement to report to the Wyoming Community College Commission (WCCC) on revenues and expenditures attributable to program activities for the immediately preceding school year. While the WCCC is officially charged with collecting data for dual and concurrent enrollment programs, the WDE facilitates the collection of both fiscal and non-fiscal data from school districts.

School districts commonly provide post secondary education option programs in cooperation with the University of Wyoming, community colleges, or boards of cooperative educational services. In many instances, funding is passed through districts from these entities in the form of tuition or revenues that offset dual and concurrent expenditures.

In consultation with school districts and the SFDAC, inconsistencies were identified on how districts record revenues and expenditures for dual and concurrent options programs. Through the work of the SFDAC, a resolution was developed to update the WDE School District Accounting Manual to allow the reporting of dual and concurrent revenues and expenditures under specific accounting codes. This approach was developed to provide consistent coding and reporting of revenues and expenditures as they relate to dual and concurrent enrollment. Additionally, the new accounting codes would have allowed the WDE to extract uniform dual and concurrent fiscal data from current data collections avoiding the need for districts to submit an additional data collection or survey.

Districts have expressed concern that reporting dual and concurrent revenues will create a disincentive by classifying the revenues as a local revenue. Locally generated revenues fund a portion, or in some instances, all of the foundation guarantee amount distributed to a district, unless those revenues are excluded by law (W.S. 21-13-310(ix) or W.S. 21-13-310(xv)). While W.S. 21-13-310(ix) allows for the exclusion of revenues provided under cooperative educational programs, the exclusion does not apply to postsecondary option programs as defined by W.S. 21-20-201. A similar issue concerning distance education was addressed during the 2010 budget session⁷. This statutory amendment allowed the exclusion of distance education tuition revenues from local revenue calculations.

A consistent method of reporting dual and concurrent revenues and expenditures is vital to determining the quality of dual and concurrent programs across the state. In consultation with the SFDAC, the WDE recommends a statutory change to the language contained in W.S. 21-13-310(ix) to exclude dual and concurrent revenues received

⁷ 2010 Wyo. Sess. Laws, Ch. 24, Section 1.

under W.S. 21-20-201 from local revenue computations. This amendment would allow districts to accurately report revenues in support of dual and concurrent options programs without impacting the funding of a district's foundation guarantee amount. Standardized accounting codes would also allow dual and concurrent data to be gathered from existing data collections, therefore eliminating the WDE714 collection.

6. **WDE602/652 - WISE School District Staff Member Collection.** The WDE602/652 collections act as the authoritative source for staffing data including staff demographics, employment status, job assignments, accrued experience, education and salaries. The WDE602 collects employment details as of an October 1 snapshot and represent *anticipated* contracted or planned employment over the course of the current school year. Conversely, the WDE652, due at the end of the school year, collects *actual* employment details as they occurred throughout the entire school year.

The SFDAC recommended the elimination of the WDE652 collection. However, the WDE Finance and Information Management Divisions believe the WDE652 is vital to the collection of accurate staff level data and should be maintained.

The WDE602 employment data is required for use in administering the Funding Model (W.S. 21-2-203). Additionally, WDE602/652 staffing data is used for staff endorsement and Highly Qualified status determinations (NCLB) and mandated school district, state and federal reporting.

The WDE652 accounts for all changes in employment throughout the year, including modifications to contracts and turnover. Year-end employment data is required to ensure accurate FTE experience is calculated for each individual staff member. This data is then rolled forward as prior experience for use in conjunction with the next fall's employment data in the Wyoming Funding Model. Accurate calculation of FTE based on actual, full-year employment detail is important because it reduces errors in funding and decreases audit findings.

Additionally, as the State Longitudinal Data System and the statewide accountability model are developed, end-of-year staffing data is necessary for the success of these two systems. When considering the use of these two systems, accurate and complete data is vital.

The WDE 602/652 data are also vital to the school finance monitoring process outlined in W.S. 21-13-309(u). Districts and representatives of the SFDAC have expressed concerns about additional teacher quality elements added to the WDE602/652 staffing collections. These elements are included as a part of the school finance monitoring process that analyzes teacher demographics and labor market pressures between model recalibrations. The WDE will continue to work with the State's consultants and

the Research and Planning division of the Department of Workforce services to refine necessary data elements.

7. **WDE614/WDE618 Spring and Fall Reporting Certification Checklists.** The WDE614/618 reporting checklist provides districts with a summary of data collection reports due to the department including: contact information, collection windows, submission methods and the respondents required to submit the reports. In addition to providing a summary checklist to districts on reporting requirements, in accordance with W.S. 21-2-203(e), the form requires the signature of the district superintendent confirming, *"All data or reports required to be submitted to the department by school districts in accordance with law or rules shall include a statement by the superintendent of the district certifying that the data submitted is complete, accurate and conform with all reporting requirements."*

Initially, the WDE intended to accept a SFDAC recommendation to no longer require the district superintendent's signature and provide the form only as information to districts. However, after further review of statutory requirements, the form will continue to require the district superintendent's signature and certification. The WDE Information Management staff is exploring alternatives to signed copies such as online digital certification and acknowledgement.

8. **WDE633 Certified Staff Vacancy and Applicant Information.** The WDE633 collects certified staff vacancies that occurred over the previous year. In addition to data on staff turnover, districts report on the overall ability to attract and retain high quality applicants as well as the criteria used when considering applicants for employment. Data gathered from the WDE633 collection is used in the labor market study as part of the block grant monitoring process pursuant to W.S. 21-13-309(u).

Business managers and representatives of the SFDAC have expressed concerns about the validity of the collection and the need to continue to collect the data. Rather than eliminate the collection, the WDE has asked that members of the SFDAC provide recommendations on how to improve on the collection to more accurately collect details on staffing vacancies and recruitment processes. The WDE will also continue work with the Research and Planning division of the Department of Workforce services to refine data elements and ensure data quality and validity.

9. **WDE684 Consolidation.** In 2011, as part of the on-going review of data collections and reporting, the WDE began the process of consolidating ancillary student level collections into the WDE684 WISE Teacher-Course-Student Enrollment collection. The

consolidation of six data collections⁸ into the WDE684 resulted in the elimination of approximately 50 redundant data elements. Additional efficiencies were identified through fewer opportunities for data entry errors and mistakes. While some districts were apprehensive about centralizing student level collections into a larger collection, the ultimate result was a decrease in reporting burden to districts and an improvement in data quality and on-time reporting.

Members of the SFDAC expressed concerns about the redundancy of reporting student demographic data and suggested reporting student level data with only unique student identifiers. Because of the importance of accurate demographics and students' rights to re-identify race and ethnicity reporting, the WDE is not able to omit student demographics from current reporting.

Next Steps

One of the recurring discussions the WDE had with the SFDAC as part of this process was about the various methods the WDE utilizes to collect data (i.e., Excel workbooks, web applications, etc.). Recently, the WDE Information Management Team began work on creating a new Data Collection Suite (DCS) in an effort to provide a unified data collection system for school district reporting. While the WDE has strived to be a leader in education information management, its current systems and processes do not efficiently or effectively meet the increasing demands for timely and streamlined data reporting. The new DCS platform will improve the efficiency of data collection while focusing on reducing the burden of data collection to districts and the state. The entire project will be developed internally with coordination between the WDE and stakeholders.

Following the recent release of the first DCS module, WDE staff will begin to align and incorporate data collections into a common framework creating efficiencies for both the WDE and stakeholders. The next release of DCS is anticipated in the Spring of 2014 and will incorporate current web-based finance collections such as the Special Education (WDE401) and Pupil Transportation (WDE103) Reimbursement Collections.

The WDE is committed to the process of assessing data collection requirements and improving data collection formats. The WDE recognizes the need of reliable data to drive informed policy decisions and will continue to work with the SFDAC and other stakeholders to identify and implement opportunities for improvement. The WDE looks forward to the opportunity to continue to provide the Legislature with informative and useful education data and analysis.

⁸ Collections consolidated into the WDE684 include: WDE337 – Career Technical Education Course and Programs Report; WDE591 – Distance Education Milestone Report; WDE425/427 Special Education Collection; WDE533 District Report of Homeless Children and Youth; WDE664/667 PAWS Special Forms - Alternate Testing Form; and the WDE713 – Post Secondary Options Collection

Members, Joint Education Interim Committee
October 24, 2013
Page 11 of 11

Attachment

Cc: Dave Nelson, Legislative Service Office
Matthew Willmarth, Legislative Service Office
Members, School Finance Data Advisory Committee

Attachment I

WDE Data Collection Inventory

Collection Number	Collection Title	Due Date	Respondent	Method	Requirement
WDE100A	School Foundation Program Funding Worksheet	12-Aug	District	Excel Upload	Required
WDE100B	Vocational Education Student FTE Worksheet	12-Aug	District	Excel Upload	Required
WDE100C	Vocational Education Teacher FTE Worksheet	12-Aug	District	Excel Upload	Required
WDE103	Reimbursable Pupil Transportation Expenditure Report	12-Aug	District	Web Form	Required
WDE104	Monthly Litigation Report	Monthly	District	Excel Upload	Conditional
WDE106	District General Fund Cash Flow Report	31-Jul	District	Excel Upload	Conditional
WDE109	Employer Retirement Contribution Reimbursement	1-Oct	District	Excel Upload	Required
WDE112	National Board Certified Teacher Paid Report	15-Feb	District	Excel Upload	Conditional
WDE140	Bonded Indebtedness Mill Levy Supplement and/or Capital Lease Grants	15-Jun	District	Excel Upload	Conditional
WDE160	County Treasurer Report	30-Jun	Other	Excel Upload	Required
WDE170	Cooperative Services Incentive Application	12-Aug	District	Excel Upload	Optional
WDE401	Reimbursable Special Education Expenditures Report	12-Aug	District	Web Form	Required
WDE450	COPS Out of State Annual Report	3-Aug	Institution	Paper	Optional
WDE451	COPS In-State Annual Report	3-Aug	Institution	Paper	Optional
WDE453	Instructional Foundations for Kindergarten	15-Jan	School	Web Form	Conditional
WDE527	Bridges-Summary of Extended Day Programs	14-Jun	District	Excel Upload	Required
WDE530	McKinney-Vento Subgrant Report	15-Aug	District	Excel Upload	Conditional
WDE537	Wyoming Bridges Summary of Summer Programs	1-Oct	District	Excel Upload	Required
WDE539	Bridges Application for Summer School and Extended Day Programs	12-Apr	District	Paper	Required
WDE548	Institutional Schools October Caseload Count	6-Nov	Institution	Paper	Conditional
WDE549	School District October Caseload Count	28-Jan	District	Paper	Required
WDE567	Institutional Schools Title I, Part D Annual Program Evaluation	31-Aug	Institution	Excel Upload	Conditional
WDE568	District Title I Part D Annual Program Review	31-Aug	District	Excel Upload	Conditional
WDE584	District Technology Survey	31-Oct	District	Excel Upload	Required
WDE588	School Technology Survey	31-May	School	Excel Upload	Required
WDE600	WISE Attendance and Membership	17-Jun	District	Web Form (State Report Manager)	Required
WDE601	WISE Annual District Report	12-Aug	District	Web Form (State Report Manager)	Required
WDE602	WISE School District Staff Member Collection	25-Oct	District	Web Form (State Report Manager)	Required
WDE608	School District Directory Data	28-Jun	District and Institution	Web Form	Required
WDE609	School District Program Contacts	23-Aug	District and Institution	Web Form	Required
WDE613	Gifted and Talented Survey	2-Nov	District	Excel Upload	Required
WDE614	Spring Reporting Certification Checklist	31-Aug	District	Paper	Required
WDE618	Fall Reporting Certification Checklist	31-Dec	District	Paper	Required
WDE620A	Pupil Transportation Snapshot	8-Feb	District	Web Form	Required
WDE620B	Pupil Transportation Collection	12-Jul	District	Web Form	Required
WDE626	Early Literacy Longitudinal Data	28-Jun	District	Excel Upload	Required
WDE633	Certified Staff Vacancy and Applicant Information	30-Aug	District	Excel Upload	Required

Attachment I

Collection Number	Collection Title	Due Date	Respondent	Method	Requirement
WDE636	WISE Report of Student Disciplinary Actions and Crime and Violence Incidents	3-Jul	District	Web Form (State Report Manager)	Required
WDE637	AYP District Request for Review	31-Aug	District	Paper	Optional
WDE638	WISE Course Inventory Upcoming School Year	15-Aug	District	Web Form (State Report Manager)	Required
WDE638B	WISE Course Inventory-Current School Year Spring Update	6-Apr	District	Web Form (State Report Manager)	Required
WDE638C	WISE Course Inventory-Current Year Final Update Final Update	15-Jun	District	Web Form (State Report Manager)	Required
WDE639	AYP School Request for Review	31-Aug	School	Paper	Optional
WDE644	Wyoming Trust Fund Grant Application	30-Jun	District	Paper	Optional
WDE652	WISE School District Staff Member Collection End of Year	30-Jun	District	Web Form (State Report Manager)	Required
WDE657	Accredited Institution Staff Member	26-Oct	Institution	Excel Upload	Conditional
WDE659	One Percent Alternate Assessment Cap Exception	25-May	District	Paper	Optional
WDE663	WISE District Assessment System	28-Jun	District	Web Form (State Report Manager)	Required
WDE673	Wyoming State Assessment System Participation Exemption Request	1-Apr	School and Institution	Paper	Optional
WDE679	College Achievement of Prior Year Wyoming Graduates	16-Jul	Postsecondary	Excel Upload	Conditional
WDE682	School Choice and Supplemental Services Offered	31-Aug	District	Excel Upload	Conditional
WDE684A	WISE Teacher/Course/Student Fall Data	15-Oct	District	Web Form (State Report Manager)	Required
WDE684B	WISE Teacher/Course/Student Spring Data	12-Apr	District	Web Form (State Report Manager)	Required
WDE684C	WISE Teacher/Course/Student End of Year	5-Jul	District	Web Form (State Report Manager)	Required
WDE686A	Student Demographics for Accredited Institutions	15-Jun	Institution	Excel Upload	Conditional
WDE686B	Section Enrollment for Accredited Institutions	15-Jun	Institution	Excel Upload	Conditional
WDE686C	Special Education for Accredited Institutions	15-Jun	Institution	Excel Upload	Conditional
WDE687	Student Demographics for Non-Accredited Institutions or Private Schools	15-Oct	Other	Paper	Optional
WDE702	Employee Retention Incentive Payment	30-Jan	District	Excel Upload	Required
WDE714	Post Secondary Enrollment Options Fiscal Information	12-Aug	District	Excel Upload	Required
WDE715	9th & 10th Grade PAWS-ALT Verification	19-Jul	District	Excel Upload	Required
WDE901	School District Budget	12-Aug	District	Paper	Required
WDE949	9th Grade Transcripts - Wyoming Transcript Center	30-Jun	District	Wyoming Transcript Center	Required
WDE950	Graduating Student Transcripts - Wyoming Transcript Center	31-Jul	District	Wyoming Transcript Center	Required

